

MEMORANDUM FOR THE SECRETARY OF WAR

**Subject:** Washington Document Center

**Enclosures:** (A) Copy of Joint Letter on Subject to Director of Central Intelligence from Director of Intelligence, WDCS, and Chief of Naval Intelligence.  
(B) Copy of Memorandum from Director of Intelligence WDCS, to Director of Central Intelligence

1. In pursuance of the proposal contained in the joint letter of the Director Intelligence, WDCS, and the Chief of Naval Intelligence that the Washington Document Center be transferred to the operational control of the Central Intelligence Group (encl. (A)), a complete study has been made of this facility. The Central Intelligence Group accepts in principle the proposal, but is unable formally to undertake operational control until assurances have been received that the personnel required to continue its operation can be transferred to the Central Intelligence Group from both the War and Navy Departments.

2. The following preliminary action has been taken:

a. The Central Intelligence Group has made necessary budgetary arrangements to retain the civilian personnel which otherwise would have been discharged during the month of October.

b. A minimum Table of Organization has been prepared, which is based on only the essential personnel necessary to carry on this work. This table discloses that 12 of the 29 officers and 20 of the 32 enlisted personnel now authorized the Washington Document Center by the War Department must be retained until 1 July 1947 to permit the uninterrupted operation of the Center. This is based on the plan that some 40 positions now held by military personnel will be filled by civilians; CIG can make the necessary arrangements for the civilian personnel.

c. The Director of Intelligence of the WDCS has informed this office that he can retain all military personnel at the Washington Document Center until 1 January 1947 and that thereafter he can retain all the officer personnel until February 1947 and five key officers indefinitely after 1 February.

3. From the above, it appears necessary that the War Department either:

a. Authorize the Director of Intelligence, WDCS, to retain the 12 officers and 20 enlisted men on its rolls and available to the CIG until 1 July 1947.

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b. or, Increase until 1 July 1947 the military personnel allotment of CIG by 12 officers and 20 enlisted men from those now on duty at the Washington Document Center.

4. Your concurrence in the procedure outlined in either 3a or 3b is requested in order that reply may be made to General Chamberlin and Admiral Inglis that CIG will take over the WDC, and in order that the necessary administrative arrangements may be completed.

5. A similar letter is being sent to the Secretary of the Navy with regard to the naval personnel on duty at the Washington Document Center and upon reply thereto, you will be informed of his decision prior to the actual transfer of any personnel.

6. If you concur in this proposal, every effort will be continued during the period to reduce military and naval personnel of the Washington Document Center and to use the maximum number of civilian personnel by 1 July 1947.

Central Records (2)  
Return to ICAPS (2262)  
Executive Registry  
Secretariat  
Col. Perry ✓

HE:BN:bhr  
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